



REPLY TO
ATTENTION OF

DEPARTMENT OF DEFENSE
UNITED STATES SOUTHERN COMMAND
APO AA 34003

SC31-AG
FILE COPY



20 February 1993

SC Regulation 350-5
Effective Upon Receipt

Training

ASSIGNMENT OF RESPONSIBILITIES FOR THE QUARTERLY VISIT OF THE CAPSTONE CLASS TO THE SOUTHCOM AOR

1. Purpose. This regulation assigns the Office of Primary Responsibility (OPR) and the supporting responsibilities for the HQ USSOUTHCOM staff, the components, and the security assistance commanders in supporting the quarterly visit program of the CAPSTONE class from the National Defense University to the SOUTHCOM AOR. This regulation applies to HQ USSOUTHCOM, Component Commanders, and Security Assistance Offices (SAOs).

2. References. Paragraph five.

3. Background. The CAPSTONE visit is a Congressionally mandated program under the Goldwater-Nichols Defense Reorganization Act of 1986 as an element of the Professional Military Education Program. The stated purpose of the CAPSTONE visit to the SOUTHCOM AOR is to introduce newly selected flag and general officers to theater/regional security concerns, U.S. and allied/friendly nation capabilities, and theater training and preparation for war. This is done through discussions with the CINC, component commanders, and senior leaders on joint planning and operations, warfighting capabilities, and key issues facing the commands and/or region.

4. Responsibilities and Authority.

a. The Commander in Chief, USSOUTHCOM has overall responsibility for the implementation of the CAPSTONE program in this AOR.

(1) Each class, at a minimum, will participate in the following:

(a) SOUTHCOM Command Briefing.

(b) Round Table discussion with CINCSO.

(c) JTF-Panama defense of the Panama Canal briefing.

(d) Meet with the Country Team of each host nation visited in the SOUTHCOM AOR.

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20 February 1993

(e) Meet with the Commander of the U.S. military organization/SAO of each host nation visited in the SOUTHCOM AOR.

(2) As time permits, the following events should be scheduled to the maximum extent possible:

(a) Meetings with the senior military representatives of the host nations visited.

(b) Meetings with senior political representatives of the host nations visited.

(c) Meetings with the Chief of Mission.

(d) Tours of host nation military facilities.

(e) Social and cultural evolutions representative of the host nation.

(f) Overflight of the Panama Canal.

(g) Tour of the Panama Canal's Miraflores Locks.

(h) Meeting with the Panama Canal Commission executive committee.

(i) Tour of the Southern Regional Operations Control Center.

(j) USSOUTHAF operations briefing.

(k) Panama Canal Treaty Implementation briefing.

b. The Deputy Commander in Chief, USSOUTHCOM will review and forward for approval the proposed itinerary to CINCSO.

c. The Director for Intelligence (SCJ2) will:

(1) Ensure personal security clearances for the class are forwarded to all SOUTHCOM sites indicated in the itinerary as appropriate.

(2) Participate in functions as indicated in the itinerary.

d. The Director for Operations (SCJ3) will:

20 February 1993

SC Regulation 350-5

(1) Coordinate all U.S. Military fixed and rotary wing transportation requirements as listed in the itinerary.

(2) Participate in functions as indicated in the itinerary.

e. The Director for Strategy, Policy and Plans (SCJ5) is assigned as the Office of Primary Responsibility (OPR), and will:

(1) Assign a project officer responsible for coordination of all aspects of each visit in accordance with SC Reg 1-13 and the USSOUTHCOM Distinguished Visitors Program, Project Escort Officer's Guide.

(2) Be responsible for scheduling all events which take place in Panama.

(3) Coordinate visits to designated host nations in the AOR with embassies and commanders of U.S. military organizations/security assistance offices.

(4) Forward to the COS, USSOUTHCOM the proposed itinerary for review.

(5) Ensure USCINCSO is represented at each arrival and departure of the class into and out of Panama.

(6) Participate in functions as indicated in the itinerary.

f. The SOUTHCOM Headquarters Commandant will:

(1) Provide dedicated drivers and vehicles as requested by SOUTHCOM Protocol.

(2) Provide a radio for each driver compatible with USOUTHCOM's base station.

(3) Ensure the drivers conduct dry runs to all off site facilities indicated in the itinerary at least one day prior to the class arrival in Panama.

g. The SOUTHCOM Protocol Chief will:

(1) Request drivers and transportation from the SOUTHCOM Headquarters Commandant as required by the CAPSTONE project officer.

20 February 1993

(2) Sponsor a drivers briefing between the assigned drivers, the project officer, and protocol no later than two days prior to the arrival of the class into Panama.

(3) Request billeting for the class on Albrook AFS, buildings 13 and 16, from 24th Wing protocol once visit dates contained in the annual visit calendar from the President of the National Defense University are approved.

(4) Procure guest privilege cards as necessary.

(5) Provide Tocumen International Courtesy of Port Letters as necessary.

(6) Prepare briefing areas used during the HQ portion of the visit (Command Brief, CINC Round-Table, etc.) to include the providing of place cards, writing materials, refreshments, and clean up.

(7) Prepare for Chief of Staff signature a standard USSOUTHCOM tasking memorandum for all HQ USSOUTHCOM briefings.

(8) Coordinate a USCINCSO no host social in honor of the CAPSTONE class on the date indicated in the itinerary.

(9) Provide USSOUTHCOM welcome packets for each member of the class.

(10) Provide a radio and charger to the project officer.

(11) Function as the single point of contact for message relays to the project officer during the Panama portion of the visit.

(12) Coordinate directly with the SCJ5 project officer on all evolutions during the Panama portion of the visit.

h. The Office of the Special Assistant to the CINC (SPACOS) will:

(1) Present the SOUTHCOM Command Brief as indicated in the itinerary.

(2) Be responsible for CINCSO support requirements for participation in the roundtable session, e.g. remarks, slides, etc.

20 February 1993

SC Regulation 350-5

i. All other directorates: Participate as indicated in the itinerary

j. CG USARSO will assign a point of contact and:

(1) Provide a JTF-Panama briefing on the defense of the Panama Canal.

(2) Provide a guided VIP overflight of the Panama Canal emphasizing the strategic areas discussed in the JTF-Panama briefing.

(a) All aircraft will be configured to provide maximum visibility for all passengers. External fuel tanks should not be carried.

(b) Aircraft should be configured with sufficient intercom sets for all passengers.

(3) Coordinate the arrival and departure of the class to and from all USARSO facilities and landing sites.

(4) Coordinate with SCJ2 all personal security clearance requirements.

(5) Coordinate and provide, as determined by SOUTHCOM and/or JTF-Panama, personal security escorts.

(6) Provide appropriate DV support, and other support as requested by the SCJ5 project officer, for events which occur on USARSO facilities.

k. CG USSOUTHAF will assign a point of contact and:

(1) Provide fixed wing support for inter-theater movement of the class as directed by SCJ3.

(2) Reserve Distinguished Visitor quarters on Albrook AFS, buildings 13 and 16, within two weeks after receipt of the approved annual CAPSTONE visit schedule from the President of the National Defense University for the four time periods indicated.

(3) Provide appropriate DV support, and other support as requested by the SCJ5 project officer, for events which occur on USSOUTHAF facilities.

20 February 1993

(4) Be prepared to provide an operationally focused briefing on SOUTHAF support to CINCSO. Minimum areas of discussion are:

- (a) Counterdrug support.
- (b) Inter-theater lift.
- (c) USSOUTHCOM/USLANTCOM interoperability and support.
- (d) Capabilities, liabilities, and effect of the Panama Canal Treaties of 1977 on operations in the future.

1. Security Assistance Commanders (SAOs) will:

(1) Provide a proposed itinerary and point of contact to the SCJ5 project officer for their host nation during the time the class will be visiting containing the following:

- (a) Who, what, when, where for each event.
- (b) Billeting sites and telephone numbers.
- (c) Visa requirements.
- (d) Uniform/dress requirements for each event.
- (e) Security requirements.

(2) As available, all classes should be provided the opportunity to participate in the following events:

- (a) Meet with the Chief of Mission and his country team.
- (b) Meet with the SAO commander's team.
- (c) Meet with host nation senior military leadership.
- (d) Experience the host nation's society and culture through tours, meetings, social engagements, informal dining, etc.

(3) Assist in processing the class into and out of the country as necessary.

5. References.

- a. Title 10, US Code, section 663, Education.

20 February 1993

SC Regulation 350-5


- b. CM 344-90, Military Education Policy Document.
- c. JCS Admin Pub 1.2, Joint Officer Management.

The proponent agency of this regulation is the US Southern Command. Users are invited to send comments and suggested improvements directly to HQ USSOUTHCOM, Quarry Heights, SCJ1-AG (APO AA 34003)

SCJ5

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E plus SAOs